



## Grant Preparation Worksheet

After completing this worksheet you will be prepared to begin an application to the Arizona Commission on the Arts for an  
Arts Learning Project Grant – Community Enrichment Category.

### PROJECT TYPE

What type of project do you want to do?

☐ Arts Integration ☐ Arts Instruction ☐ Professional development/training ☐ Curriculum development

Who will this project impact?

- ☐ Students ☐ Teachers ☐ Art Specialists ☐ Administration ☐ Parents ☐ Teaching Artists
- ☐ Other \_\_\_\_\_

When will the project take place?

- ☐ During school ☐ After school ☐ Before school ☐ Intersession ☐ Time of the year \_\_\_\_\_

### ARTISTIC QUALITY

What discipline would you like to work in?

- ☐ Music ☐ Visual Arts ☐ Theatre ☐ Dance ☐ Folk Arts Performing ☐ Folk Arts Visual ☐ Creative Writing

Visit ACA's Residency Roster to select an artist <http://www.azarts.gov/residencyroster/index.htm>

How will you select your artist?

- ☐ Interviews ☐ Recommendations ☐ Arts Committee ☐ Review of artistic material ☐ Review of lesson plans

Describe your overall project.

- ☐ \_\_\_\_\_

*Exp. Arts integration project involving a scientific exploration of desert plants, in which students will identify shapes, assess proportions and translate these scientific drawings into a large scale landscape mural.*

How does this project support your schools/organizations vision for arts learning?

- ☐ \_\_\_\_\_

What does a typical day session look like?

- ☐ \_\_\_\_\_

*Exp. Students will analyze cuttings from desert plants, identify shapes, assess proportions and translate into drawings.*

What Arizona Arts Standards will you use?

- ☐ Create (student will create artworks to communicate ideas, meanings and/or purposes)
- ☐ Relate (student will analyze and interpret contextual ideas, meanings and purposes of art from diverse cultures and time periods)
- ☐ Evaluate (student will draw thoughtful conclusions about the significance of art)

To download the newly revised arts standards visit <http://www.ade.az.gov/standards/arts/revised/>

## ARTICULATION OF LEARNING

### What are your Understanding Goals?

- ☐ Is your focus student learning? What will students know and be able to do at the end of the project?
  - ☐ Is your focus is professional development? What knowledge and skills with the learners gain?
  - ☐ Is your focus is on curriculum? What is the significance for the teaching and learning?
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## EVIDENCE OF UNDERSTANDING

### How and who will be involved in evaluating your Understanding Goals?

- ☐ Critiques ☐ Evaluations ☐ Anecdotal Logs ☐ Feedback ☐ Pre/Mid/Post Evaluation ☐ Observation
  - ☐ Student ☐ Teacher ☐ Artist ☐ Principal ☐ Arts Committee
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*Exp. Student, staff, and A.I.R. Committee critiques of the art created. These critiques will be based on criteria established prior to the residency and will include the components of the process as well as the culminating artwork. Artist's ongoing anecdotal log, written and oral feedback from the classroom teachers, and teacher observation and recording of significant changes in student behaviors. We will also hold mid-point and ending evaluation meetings that will include the artist, the classroom teachers, the superintendent, and designated arts coordinator.*

## COMMUNITY SUPPORT

### How will you engage the broader community?

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*Exp. Donation of supplies from local hardware company, invitation of broader community to final culminating event, etc.*

## PROJECT BUDGET

### How much will this project cost?

- ☐ Artist Fee's (ACA Roster Artist fee \$50 per session) x  hours = \$
- ☐ Supply costs (consider copying costs, artist materials, etc.) \$
- ☐ Travel for Artist or Students (will a field trip be involved, are you using a local artist?) \$

*Exp. 4 sessions a day x \$50 = \$200 per day x 5days a week = \$1,000 week x 4 weeks = \$4,000 Artist Fee's + \$500 in travel costs + 300 in supplies = \$4,800 for a one month residency*

### Where will the funds come from?

- ☐ PTA/PTO ☐ Tax Credit Dollars ☐ District funds ☐ Parent Groups ☐ Local Arts Agency ☐ Grants

*Apply for an Arts Learning Project Grant from the Arizona Commission on the Arts and visit ACA's Arts Learning Funding web page to locate other funding opportunities [http://www.azarts.gov/artslearning/grants\\_otherfunding.htm](http://www.azarts.gov/artslearning/grants_otherfunding.htm)*

### When should I begin my application to the Arizona Commission on the Arts?

- **Today!** You already have the basic structure to creating an application to the Commission. Create a school profile on EGOR our **E**lectronic **G**rant **O**nline **R**esource; here is what you'll need to begin this process.
- School name, address, phone, fax, email, name of authorizing official, school mission and incorporation date
- Employer Identification Number (this is your schools district tax identification number)
- The last 3 digits of your AZDOE-assigned CTDS (CTDS=County Code, Type Code, District Type & Site Number), commonly referred to as "school number." To search for yours, click here: <http://www.ade.state.az.us/edd/>

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